



Burlingame Community for Education Foundation  
Post Office Box 117730 Burlingame, CA 94011-7730  
650.259.3824 [www.bcefoundation.org](http://www.bcefoundation.org)

**BCE Board Meeting Minutes**  
**January 20, 2009**  
**BIS 7-9PM**

**Members Present:** Christine Seeley, Ricardo Ortiz, Kerry Bitner, Mark Intrieri, Katie Intrieri, Lisa Hosman, Jean Baker, Jen Beswick, Jennifer Callahan, Melissa Macko, Jessica Lawson, Terese Russell, Bill Crandall, Catherine Wright, Lori Potter, Dennis Hills, Lauren Rosen, Amelia Chick, Perissa Clark, Nicole Johnson

1. Call to Order: Christine Seeley

Christine called the meeting to order at 7:05

2. Approval of November Minutes

Ricardo Ortiz motioned to approve the November minutes, Jen Beswick seconded the motion, and all present voted in favor of the approval.

3. President's Comments:

• Fundraising Taskforce

Christine reported that the District Fundraising Taskforce has met twice. Last week they heard a presentation from the San Carlos foundation. They are similar to Burlingame in demographics and have a successful coordinated program between the foundation and school PTAs. The committee has representatives from every school site. Dr. Robert Clark chairs the committee, and there are representatives from Dad's clubs, PTAs, etc. Members from the BCE board, are Katie Intrieri, Lauren Rosen, Christine and Jen Beswick.

4. Partner Updates

• BSD Update

Dianne Talarico could not attend the meeting.

• School Board Update

Mark Intrieri reported that the most current state budget information has us with somewhere around a one million dollar deficit next year. They have reached a tentative agreement with the teachers after three meetings and the felt the negotiations were very amicable. It should have only a modest impact on the general fund. Mark noted that the goodwill between the two sides was encouraging. There is potential for a new website host for the district as of next school year. The school lunch program is under scrutiny again. They are continuing to lose money. The administration has been tasked with



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looking at this issue. The bond projects continue to be discussed. The next big project is toilet room improvements for all the schools and they hope to get the BIS roof approved and completed over the summer. The next big project is “classroom modernization,” but that needs to be better defined on a classroom by classroom basis and it’s interrelated with the space issue. The enrollment is projected to increase by 300-500 over the next few years, and there are various possible solutions. Board meeting packets and agendas will be available online starting with the next meeting coming up in January. At that meeting there will be a progress report on district goals and a report from architects on the bond projects.

- Administration Update  
Dennis Hills echoed that the negotiations went really well. He is excited about the read-a-thon. The smart boards are all in.
- PTA Council Update  
Lauren Rosen noted that the PTA council is hosting their big Parent Ed. speaker coming up on Feb. 5 at BIS. The speaker is Madeline Levine, author of the book The Price of Privilege. People need to pick up advance tickets at their school because they expect a big turnout

#### 5. Financial Update

Ricardo distributed current financials (see Appendix 1) and we are running at about \$16K behind last year at this time which is really good considering the current economic situation. We are still waiting for read-a-thon money from Lincoln and the other schools yet to hold the event. Christine acknowledged all the hard work of Jean Baker, Alex Yarmolinsky, Ricardo and Juli Devincenzi getting Pledge Day and year-end donations processed so quickly. The Culinary Academy luncheon held last December raised \$6166.

#### 6. Marketing Update

Nicole reported for Emily Matthews that there is a mailing coming out this month. It will most likely be a letter from Emily herself as a parent. There is a read-a-thon letter in February and another piece in March comparing our district with and without BCE. Emily is also looking for someone to help her research information to put together a fact sheet about the impact of Proposition 13. Catherine Wright said she and Jim Wunderlich would help. Ricardo mentioned that Lorne Abrahamson is also very knowledgeable on the topic. Amelia Chick presented new family statistics broken down by school (see Appendix 2t). The numbers seem low and the parties did not seem particularly successful in



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increasing donations. She feels that we need evaluate whether to continue with the parties and come up with other ways to encourage participation. Christine mentioned that after Dinner Dance we will need to look at strategies for reaching non-donors. Emily will host the BCE board party in the spring at her house with a Cinco de Mayo theme.

#### 7. Dinner Dance/Auction Update

Kerry Bitner reported that DD invitations were printing and will be mailed the first week of February. The online registration is set up for RSVPs and sale of raffle and wine tickets. The team has an adjusted income target lower than originally budgeted in September based on increased costs and lower than expected sponsorship and auction donation contributions and an expected lower bidding level.

Donna Colson needs an auction clearing chair. We are waiting to hear back from Dianne about whether we will have a specific need designed for FAN. Christine acknowledged the support our co-sponsor, the Burlingame Chamber of Commerce, and showed their newsletter with our save-the-date flyer.

#### 8. RAT Update

Nicole Johnson reported that the Read-a-thon is coming up for all schools except Lincoln and Washington the week of Feb. 2-6. There will not be another kick-off at Barnes and Nobles because it's Superbowl weekend. We will look at which time of year works better and we will try to coordinate holding the event at the same time at all the schools.

#### 9. 2009-2010 Board Recruiting

Nicole reported that we should already be thinking about next year's board. She'd like all board members to let her know if we plan to return in our same roles or in another position and also any potential candidates. We'd like to have a sense of open positions by the February meeting. Our goal is to have the roster complete for approval at our May meeting.

#### 10. President-Elect Recruiting

Christine is working on a slate of new candidates for the president. Anyone who is interested or has someone in mind should let Christine or Nicole know. It would be great to have this person in place to start working with Christine early to allow for a smooth transition process. She is willing to mentor that person and will remain on the board as an active past president next year. It's ideal for



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someone to have children entering 5<sup>th</sup> grade or lower because it's a three commitment.

#### 11. Adjournment

Christine Seeley adjourned the meeting at 8:25.

Respectfully Submitted By,

Kerry Bitner  
BCE Secretary

Next Meeting: Tuesday, February 24, 7:00-9:00 pm at BIS